

DIARY NOTES

A-DD/A 

1 and 3 May 1954

- 25X1A9a 1. Met with [REDACTED] and had a rather lengthy conversation with him concerning the function of the Management Staff. Emphasized that his chief objective and highest priority was to reduce "on duty" manpower. Reviewed for him the circumstances surrounding the Director's statement to the House Appropriations Committee to the effect that we expected to reduce the number of personnel on duty during the coming year. I do not believe that Mr. [REDACTED] or the Management Staff has heretofore been impressed with the fact that what we are trying to do is cut down on the number of people on duty, not just personnel ceilings or tables of organization. H
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2. Asked Jim Garrison to insure that service personnel washing windows and doing other janitorial work in the Administration Building were better instructed as to their specific duties.
- 25X1A2d1 3. Jim Garrison talked to me again about the possibility of establishing a small logistical unit at [REDACTED] on a temporary basis and on a permanent basis in connection with Project [REDACTED]. I told him that if General [REDACTED] endorsed this and it was a question of coordinating it back here I thought it was urgent enough for Colonel [REDACTED] to return now and not wait until June to return with General [REDACTED]. 25X1A6a
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4. I asked Jim to attempt to obtain agreement by all components to the redistribution of air conditioning units on an equitable basis and asked him to let me know if he was unsuccessful so that I could discuss the matter with the Director.
- 25X1A 5. Mr. Ashcraft called and asked that I interest myself in relocating office space for the [REDACTED]. I have asked [REDACTED] to look into this. 25X1A
6. I have talked to Colonel Edwards about initiating a manpower survey in the Security Office. He is agreeable but we both recognize that there will be some parts of his organization which he will not want to discuss with personnel of the Management Staff.
- 25X1A9a 7. Discussed with Mr. [REDACTED] the DD/A Career Service Board refusal to remove the word "Acting" from [REDACTED]'s official title. I told Ted that this proposal had been presented to the Board by [REDACTED] and appeared to be a definite move to block this position so that no grade GS-15 could bump [REDACTED] out of it even though the GS-15 was surplus. Ted assured me that this was not correct. I said that if he would give me a written memorandum to the effect that this action would have no bearing on whether or not someone else was eventually assigned to this job I would reconsider. 25X1A9a
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25X1A6a 8. I also asked Ted to discuss with [REDACTED] the latter's availability for an assignment in [REDACTED]

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25X1A 9. In connection with proprietary [REDACTED] projects, I told Ted that before we organized a Proprietary Projects Review Board I thought we should analyze very carefully the review which [REDACTED] and his Staff had made of proprietary [REDACTED] projects. I said that I was very interested in seeing this report; he agreed to forward it to me and admitted that it had been on his desk for over two months.

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10. Dispatched a memorandum to the Comptroller and the Auditor-in-Chief which authorized the Director of Security to expend \$1,000 in Fiscal Year 1954 and \$7,000 in Fiscal Year 1955 for counterintelligence purposes. All accounts are to be kept by the Director of Security and audited in his Office by the Auditor-in-Chief.

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11. Jim Garrison is concerned about a couple of messages that he has had from [REDACTED] I told him that I thought he should telephone Hans and see if he could size up the situation more accurately than he has been able to through reading Hans' letters.

12. Harry Reynolds stopped by to request that I review all supergrade employees in the DD/A area and give some indication, which he could pass on to General Cabell, of their efficiency and length of time that I expected them to occupy their positions.

13. Harry also discussed with me the problem of there being some personnel assigned to the Interim Assignment Branch who are actually working full time in other parts of the Agency.....and have been for a number of months.....but charged technically to the Interim Assignment Branch. He left a list with me which I agreed to study further. He pledged, however, that he would insure that no additional personnel who could not be justified were placed in this pool.

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Approved For Release 2000/08/27 : CIA-RDP76-00183R000100030063-3

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